

Mobile Home Advisory Board [MHAB]

Meeting Notes

January 28, 2013



1. **Call to Order:** Elizabeth Alex called the January 28, 2013, MHAB meeting to order at 6:00 PM, at Huntington Beach City Hall, 2000 Main Street, Room B-8, Huntington Beach, CA.

2. **Roll Call**

Members Present: Elizabeth Alex, Mary Jo Baretich, Michael Cirillo, Sharon Dana, Daniel Kittredge, Vickie Talley.

Staff Present: Kellee Fritzel and Denise Bazant

Alex announced that Dan Kalmick was selected to serve on the Planning Commission. Fritzel reported that Steve Gullage is no longer a MHAB member based on three (3) unexcused absences. Ed Pike had resigned from the Board because he is no longer employed with Pacific Mobile Home Park. A Notice of Vacancy has been posted to fill the three vacant positions on the Board.

3. **Public Comments:** Tim Geddes suggested that the MHAB write a letter to the Council Liaisons Katapodis and Sullivan requesting a speedy selection to the board. Fritzel responded that the last selection was an unusual process due to the Intergovernmental Relations Committee reviewing the By-Laws of selective boards and committees.

4. **Approval of the Meeting Notes:**

Motioned by Talley, seconded by Baretich, to approve meeting notes from the regular meeting of October 22, 2012. The motion passed 4-0-2. Cirillo and Kittredge abstained.

5. **New Business:**

- a. Election of Chairperson – Alex called for the election of Chair. Dana nominated and motioned Elizabeth Alex as Chair. Talley seconded the motion. Passed unanimously.

Alex called for the election of Vice-Chair. Dana nominated and motioned Daniel Kittredge as Vice-Chair. Alex seconded the motion. Passed unanimously.

- b. Subsidy Program – Talley distributed information regarding the Mobile Home Rental Assistance Program (RAP) sponsored by the Manufactured Housing Education Trust which is a non-profit trade association of mobile home park owners. The association covers Orange, Riverside, and San Bernardino counties. The RAP has been in existence for nearly 30 years assisting mobile home residents, through qualification guidelines, with monthly rental subsidies. Typically subsidies are a credit of 10% of the rent to approved applicants. The subsidy is paid by park owners to residents who meet the qualifying criteria, which mirror Section 8 criteria.
- c. PUC and Park Utilities Discussion – Cirillo distributed an article written by Bruce Stanton, Corporate Counsel of Golden State Manufactured – Home Owners League (GSMOL) entitled, “Public Utilities Commission Nearing Decision on Transfer Procedure for Submetered Utility Systems.” Cirillo gave a history of mobile home parks aging infrastructures of gas and electric systems from the 1960s to present. The Public Utilities Commission (PUC) requested that new rules be adopted to encourage park owners to transfer sub-metered parks to local utility companies; however, how a transfer will be accomplished is debated due to rules and regulations, costs of the conversion, and political barriers.

- d. Standing Legislative/Judicial Update –Pacific Mobile Home Park subdivision is approved pursuant to litigation and is moving forward. The City is moving forward with right-of-way issues and an RFP for relocation services. In addition, the Atlanta Street widening project is currently in an environmental process. Staff will present the Relocation Plan to the Board for the 13 properties when the RFP process is complete and a consultant is selected.
- e. Guest Speaker of April 22, 2013 – After some discussion regarding future speakers, it was decided to ask Maurice Priest speak regarding title and registration.

6. Old Business:

- a. “State of the City’s Mobile Home Parks” Scope of Work” – Fritzal reported that a second subcommittee meeting was conducted on December 12, 2012, where Frequently Asked Questions on the City’s website; California Mobile Home Ombudsman Program from HCDs website; What Every Mobile Home Owner Should Know from Senator Correa’s website; and Frequently Asked Questions from the California Mobile Home Residency Law were reviewed. A handout will be created and reviewed by the Subcommittee.
- b. Huntington Shorecliff Update – Dana requested information on the drainage plan at Huntington Shorecliff. Cirillo reported that he believes that Caltrans has received the Administrative approval; however no funding has been allocated for the project. Construction is likely to take place in 2014. There is no update regarding the subdivision at Shorecliff Mobile Home Park.
- c. Atlanta Street Widening Update – Fritzal reported the status in New Business.

8. Member Comments: Kittredge commented regarding the availability of the agenda online and requested his agenda via US Mail.

Talley distributed a 2013 Residency Mobile Home Law and mentioned that the Frequently Asked Questions is located in the back of the Residency Law which provides information.

Dana thanked Cirillo and Talley for their reports which were very informative.

9. Public Comments: Arlene Coggi inquired regarding the agendas and minutes on the city website.

10. Next Meeting Agenda Items: Next agenda items will be a speaker from HCD Represented Moray Priest and a draft of the State of the Mobile Home Park for distribution.

11. Adjournment: Moved by Alex and seconded by Dana to adjourn meeting at 7:35 pm to the next regularly scheduled meeting of April 22, 2013, at 6:00 pm held at City Hall, 2000 Main Street, Room B-8.